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**MEMORANDUM - OFFICE OF THE BOARD OF SELECTMEN**

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**TO:** Board of Selectmen  
**FROM:** Michael Branley, Town Administrator  
**RE:** Weekly Update  
**DATE:** August 12, 2013  
**CC:**

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**Next Board of Selectmen business meeting Monday August 12<sup>th</sup> at 6:30 p.m.**

Last week Phyllis informed me that a property, which the Town has a welfare lien on was sold at auction on 8/1. Based on Phyllis's records, the lien on this property is roughly \$5,600, plus interest. I have contacted the office of the attorney who is managing the sale and informed her paralegal of the Town's lien. They are currently investigating the situation, which I will continue to monitor.

I completed the July bank reconciliation and performed our reporting to NHRS using the new rates.

On Wednesday I tagged along when Ed and Chief Kullgren for the safety inspection at the Town Hall. Other than a few minor corrections to be made, they found the building safe for use.

I spoke to Town Counsel again about the situation related to the access gate leading to the cell tower on Crotched Mountain; you have in your Correspondence folder a copy of the letter he sent to them.

On Thursday an alarm went off in the utility room downstairs indicating that there was an issue with the septic system at the Town Offices. Francestown Sand & Gravel (the installers of the system) was contacted to help diagnose the problem. It appears that one of the filters was not working properly, causing a back-up in one of the tanks. This required the system to be pumped and will also require the filter to be repaired. This issue likely arose because this system should be pumped every two years, something we have not been keeping up with. I will discuss with the septic company putting all of our systems on a regular schedule to prevent this – or something worse – from happening again.

On Thursday I participated in the completeness review committee (a planning board subcommittee) review of the Wohle farm stand application. This meeting further demonstrated to me the need to explore altering how the zoning ordinance treats agricultural operations (such as a farm stand). The application was found to be incomplete and returned to the applicant. I also attended the ZBA variance application hearing where as I believe you all know the Board determined that the application had a regional impact, delaying it until their next meeting in

September so they could send out the appropriate notices. Also on Thursday we received notice that the owners of the Pleasant Pond Dam are planning to lower the water level on September 7<sup>th</sup>. In accordance with state statute, the Board of Selectmen must hold an informational meeting on the topic which must be advertised in the paper. As such, I have scheduled that informational meeting for August 26<sup>th</sup> at 6:30 p.m.